

**SECRET**

ER 70-5531

**YES ONLY**

6 November 1970

MEMORANDUM FOR: [REDACTED]

[REDACTED]

[REDACTED] I have your note of 4 November 1970, and [REDACTED] has apprised me of your conversations and correspondence with him on the subject of staff support in your office. I accept your suggestion that the two girls currently assigned remain in place for the time being. I would also request, however, that you stagger their shifts in such a way as to avoid any claim for overtime.

For the longer-range solution it would seem more appropriate to have as a maximum about a GS-7 and a GS-9 rather than a GS-9 and a GS-11. I believe this is what we should plan to do when an opportunity comes along for another assignment for either [REDACTED]. I shall advise the Director of Personnel of this situation and ask him to act accordingly.

/s/ LKW

L. K. White

cc: AO/DCI  
Director of Personnel  
✓ER  
ExDir

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